# Expense Report

\*\*Expense Report\*\*  
  
\*\*Employee ID:\*\* VCGEH-05337  
  
\*\*Reimbursable Amounts by Category:\*\*  
  
| Category | Amount |  
|---|---|  
| Miscellaneous | ₹1060.00 |  
  
\*\*Non-Reimbursable Amounts by Category:\*\*  
  
| Category | Amount | Violations |  
|---|---|---|  
| \*\*None\*\* | \*\*None\*\* | \*\*None\*\* |  
  
\*\*Violations Detected:\*\*  
  
| Violation | Policy |  
|---|---|  
| \*\*None\*\* | \*\*None\*\* |  
  
\*\*Feedback and Suggestions:\*\*  
  
Congratulations on an excellent expense report! You have followed the company's expense policy and submitted a clear and accurate report. Your attention to detail is commendable.  
  
To continue submitting exceptional expense reports, here are a few suggestions:  
  
\* Keep all receipts organized and easily accessible for future reference.  
\* Make sure to submit expense reports promptly to ensure timely reimbursement.  
\* If you encounter any doubts or changes in the expense policy, don't hesitate to reach out to the finance team for clarification.  
  
We appreciate your commitment to responsible expense management. Keep up the great work!